

North Carolina Prescribed Burning Information Guide for Cost-Share

This is a guide for Natural Resources Conservation Service (NRCS) landowners/clients, program contract participants, third party Technical Service Providers, and prescribed burning vendors/contractors to assist in successful planning and execution of Prescribed Burning (NRCS Practice Code 338) for NRCS Cost Share Programs.

Certain documentation must be submitted to NRCS by the landowner/agent after a burn is completed in order to certify that Prescribed Burning meets North Carolina NRCS Practice 338 standards **and, can be approved for Program Cost Share payment**. This documentation is listed below:

- 1) A copy of the written Prescribed Burning Plan prepared on North Carolina Forest Service (NCFS) Form 4210-1. An alternate format that contains the information designated on NCFS Form 4210-1 may be used. (Burn Plan Parts specified below refer to NCFS Form 4210-1).
 - A map designating firebreak (and fuel break) location and burn area must accompany the burn plan. The map can show both planned and installed practice extents, but the actual area burned and location of installed firebreaks (and fuel breaks) must be clear.
 - Parts 1 & 2 of the burn plan must be prepared, approved, and signed by a NC Certified Burner (certification number required).
 - Parts 3-5 of the prescribed burn plan must be filled out by the Burn Boss for the burn. The Burn Boss may be the same person that prepares Parts 1 & 2 of the burn plan.
 - Part 6 may be completed and signed by the Burn Boss or a NC certified burner. Part 6 should indicate actual acres burned. If installed firebreaks (feet) or fuel breaks (acres) differ significantly from initial estimates, this should be a noted observation.
- 2) A copy of the appropriate NC Open Burning Permit is required for the prescribed burn.
- 3) Optionally, an invoice/bill for completed prescribed burning and firebreaks (fuel breaks if required).

Additional documentation requirements for certified Technical Service Providers (TSPs)

- Completed and signed Warranty of Technical Services Provided form.
- Invoice/bill to contract participant for technical services provided (must include itemized design and checkout charges).

Communication and collaboration of the following individuals is required.



- **Landowner or Landowner's agent** - The landowner or the landowner's agent must convey the prescribed burn purpose to their affiliated certified burner; there may be requirements designated in the conservation plan and/or contract specifying when and/or how a burn is to be scheduled or completed.
- **Certified Burner (burn plan)** – An individual, certified as a prescribed burner by the North Carolina Forest Service (NCFS), must prepare a burn plan for prescribed burns. The burn plan should identify the landowner's purposes or objectives as well as required conditions for the burn. Burn plans must be submitted to NRCS prior to conducting the burn for review of purposes or objectives.
- **Certified Burner (burn boss)** – A certified prescribed burner that is in charge of executing the prescribed burn on the ground. The burn boss may be the same certified burner that prepares the burn plan.